



Town of Marion
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Town Administrator Report
As Presented to the Select Board on September 27, 2022

1. Proposed Timeline for Fiscal Year 2024 Budget: Hard to believe it but we are already starting the FY24 budget process. The proposed timeline based off the success of the last few years budget process was included in the Select Board packets. Also included was some information that is new, the date for the Board of Assessors to provide “new growth estimates”, the date for committees to provide their “Annual Reports” and also the date for citizens petitions to be filed. This timeline helps set expectations for my office, the Finance Commmittee and all departments, including the school.
2. Department of Public Works Management Update: With the impending retirement of Frank Cooper, Nathaniel Munafo has been asked to step back into the Sewer Department and serve as the Chief Wastewater Superintendent. With the vacancy left by Nathaniel, Becky Tilden has agreed to serve as the Interim Director of Public Works. I thank them both for their service to Marion and congratulate Becky on a well-deserved promotion.
3. Department of Public Works Building Committee Update: We have had two meetings of the DPW Building Committee since our last Select Board meeting. On September 15th, the Committee did site visits to the Kittansett maintenance facility, a local Morton style pole building and the Rochester DPW. All very helpful and allowed us to see different styles of construction and building materials. This past Friday we had a regular meeting with the Committee and our designer to go over construction methods and site-locations, much progress was made on the planning. Next steps are for Will Saltonstall to sit down with

DPW staff and look at the proposed facility to give input in layout and design. This next meeting will also include Mr. Parker and myself. At our next Building Committee meeting we will be able make decisions on construction methods and building layout and size.

4. Request For Qualifications (RFQ) Designer Services for Renovation of the Marion Town House: Last week the town posted an RFQ for designer services associated with the next phase of the rehibition of the Marion Town House. This next phase includes ADA compliance on the first floor along with installing sprinklers in the entire building. The funding for this design phase of the project was approved at town meeting last spring. Included in the scope of work for this phase is cost estimating, which will allow us to plan for the construction funding for the Sprinkler and ADA upgrades.

5. Community Center Improvements: This past week has seen numerous improvements take place at the Community Center. First the new fence was installed along the Gibbs property, this CPC funded upgrade looks great and give us and the neighbors some separation. Next, Upper Cape Tech (UCT) students have been on hand building the covered walkway in to the Center. Thank you to the students at UCT for their great work on this important project. The benches have been delivered and will be installed this week. Lastly, Shaun Cormier and his staff started the construction of the new storage garage. First steps included the demolition of the old storage sheds and demolition of the rear part of the Center. Next steps include site work and pouring the foundation. We have applied with Upper Cape Tech to have the students back to frame the garage. Lots going on at the community center and good work by all!